

Career Academy of South Bend, Inc.
Minutes of Meeting of Board of Directors
February 23, 2021, via Zoom

Directors Present: Dan Adams, Kay Antonelli, David Balkin, Chad Hartzell, Marian Hodges, Larry Garatoni, Mark Melnick, Michael Garatoni, Nick Swisher
Staff Attending: Alex Hammel, Dean Fecher, Jeremy Lugbill, Nick Garstka, Kim Richardson, Sam Ells, Janet Scott, Emily Mares, Sara Timm, Rob Kohler
Also Attending: Emily Gaskill, Charles Loeser, Sue Haynes

- A. Call to Order. Larry Garatoni called the meeting to order at 5:00 pm.
- B. Approval of Minutes. The minutes of the January 26, 2021 meeting were approved.
- C. School Operations.

1. COVID-19 Review.

Alex reported that on-site instruction 4 days per week (Monday-Thursday) will resume for the middle school March 3 and for the high school March 8. The county has had reduced COVID levels (code yellow) for 2 weeks in a row. Various precautions have been taken, including plexiglass dividers between desks, adjustments to the heating and cooling system to draw in additional outside air students wearing masks.

2. 1:1 Devices

Alex explained that a decision had to be made sooner than expected on 1:1 devices due to supply chain disruptions issues and a huge increase in orders due to COVID, so having devices ready for next school year required ordering now.

Sam stated that the current devices are about 4 years old and student devices have lower life expectancy so most have to be replaced. It was decided to stick with the Lenovo devices. Orders had to be in before the end of February for delivery in July. 900 were ordered, which should be enough for grades 6-12. This was a major expense not budgeted for this year but it's covered by the GEERS grant and the new CARES Act II sufficient to buy the devices rather than lease. Kim added that we won't until the devices are received, so if that's after June 30 this will be in the 21-22 budget.

3. CARES Act Funding

Alex said the second round of CARES is even more than the first. There are significant limits on how funds can be used but many costs are covered. None of this was budgeted so there will be revenues over budget.

4. Academic Recovery

Jeremy said in addition to what's already being done (e.g., parent meetings, phone calls, one on ones with students, using "WIN" time for remediation) this year there will be more emphasis on summer school. Getting students to the building for summer school is difficult so there will be an effort to include fun activities to draw kids back. He explained summer school can't be mandatory. Dan suggested repeater classes. Larry said Alex and his team should present a plan.

D. Principals' Update

1. Career Academy High School

a. Survey Follow up.

Jeremy said the three big issues that teachers identified as concerns are student engagement, attendance and student achievement. Student engagement will be addressed by using assessment data to ability-group for small group sessions for part of each class. Attendance will be worked on via Zoom meetings with parents. Student achievement has been discussed in prior meetings.

2. Career Academy Middle School

a. Survey update.

Nick said the middle school faculty held a town hall meeting to address their top three issues. The problems weren't solved but were better understood & teachers appeared to like the meeting.

3. Success Academy Primary School

a. Survey update

Dean said top concerns were attendance and transitioning between virtual and on-site. Attendance is addressed through Dojo messaging, emails, phone calls, and home visits. Transition of students from virtual to in person and from in person to virtual creates data problems because data isn't linked. Teachers are frustrated but it was decided not to deny an in-person student unless we are beyond capacity. Success has had over 65 kids that have come back in person from virtual. The school is full in 3 of the 6 grade levels.

b. IReady data

Janet gave a presentation on beginning of year and middle of year IReady data.

E. Hay and Tarkington Update

Larry said the SBCSC voted to close Hay and Tarkington elementary schools. He feels we should pursue both. After discussion, the following motion was approved:

Whereas, the Corporation’s enrollment growth requires additional classrooms;

Whereas, the South Bend Community School Corporation (“SBCSC”) decided on February 22, 2021 to close Tarkington Elementary School, 3414 Hepler Rd, South Bend (“Tarkington”) and Hay Elementary School, 19685 Johnson Rd, South Bend (“Hay”), after the current school year;

Whereas, Indiana Code 20-26-7.1 (the “Statute”) provides that charter schools have rights to a school building closed by a district school corporation (“District”), but that such right is forfeited if the charter school does not, within 30 days of receiving notice from the Indiana Department of Education (“IDOE”) of the future availability of such a building, notify the District of its interest in leasing or purchasing the building;

Whereas, by the terms of the Statute, such notice to a District triggers the District’s duty to provide information to a charter school concerning such building;

Whereas, it is not known when the IDOE will provide such notice;

NOW, THEREFORE, it is RESOLVED that Lawrence Garatoni, President of the Corporation, and Alex Hammel, Superintendent, are authorized to act for the Corporation in notifying SBCSC that the Corporation is interested in leasing or acquiring Tarkington and/or Hay after the current school year and investigating the possible acquisition of additional classroom space.

F. Financials

Kim Richardson presented the January financial statements. Budgeted revenue was \$7.7 million and actual is roughly \$7.8 million, \$111,000 higher than projected.

Kim noted Item #11 is new: \$4,591 principal and interest per month payment to the Garatoni-Smith Family Foundation for the loan for the Career Academy building addition. These payments started in December so that was not budgeted.

Kim presented a “claims” report listing all payments made during January, \$1,039,000.00, and said it’s a requirement of the state board of accounts that the CASB board approve such a report at every meeting. Larry asked for motions to approve the list of payments and the financials. Motions for both were approved.

G. Trine Report

Emily Gaskill said she'd visited Success Academy and Career Academy Middle and Lindsay reviewed Career Academy High school remotely. The visit to Success went great, there are a lot of great things going on. They are seeing consistent best instructional strategies and practices taking place. The data is mixed for Success and Career Middle.

Larry said he's disappointed with the math scores, we need to do better.

There being no other business, comment or question, the meeting was adjourned.

Charles M. Loeser, Secretary